

**VILLAGE OF ORTONVILLE
VILLAGE COUNCIL
NOVEMBER 12, 2007**

President Kenneth Quisenberry called the meeting to order at 7:30 p.m.

Pledge of Allegiance

Members Present: Kassuba, Nivelt, Eschmann, Champion, Batten, Green, Quisenberry

Members Absent: None

Others Present: Ed Coy-Village Manager, Teresa Karsney-Deputy Clerk/Treasurer, Susan Bromley-The Citizen, William Prince-DPW, Kevin Booms-DPW and 5 citizens.

APPROVAL OF AGENDA

***Motion by** Green seconded by Kassuba to approve the agenda with the following additions:

Unfinished Business

- B.** Old Town Hall Front Porch
- C.** Storm Drain Repair at Narrin & Myron
- D.** Storm Drain at 190 Oakwood

New Business

- J.** Plumbing in Old Town Hall

Motion Carried

APPROVAL OF MINUTES

***Motion by** Green seconded by Eschmann to approve the regular meeting minutes from October 22, 2007.

Motion Carried

***Motion by** Kassuba seconded by Champion to approve the special meeting minutes from November 1, 2007.

Motion Carried

***Motion by** Kassuba seconded by Champion to approve the disbursements in the amount of \$57,914.73.

Yea: 7 Kassuba, Champion, Nivelt, Eschmann, Batten, Green, Quisenberry
Nays: 0

Motion Carried

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TREASURER’S REPORT

No treasurer’s report was available due to recent resignation of the Village Treasurer. Would like to see a copy of the budget and a treasurer report for the DDA also.

ACCEPTANCE OF OTHER ITEMS

- A. DDA minutes – October 18, 2007
- B. Minutes of the Brandon Fire Authority – October 29, 2007
- C. Minutes of Master Plan Task Force – November 6, 2007
- D. Minutes of Ortonville Planning Commission – November 6, 2007

The Ortonville Village Council reviewed these items. There were no questions and the above items were accepted.

PUBIC COMMENT (Agenda items only)

None

UNFINISHED BUSINESS

A. Council Representative for Planning Commission

***Motion by** Green seconded by Batten to appoint Mary Kassuba to the Ortonville Planning Commission.

Yea: 7 Green, Batten, Nivelt, Eschmann, Champion, Kassuba, Quisenberry
Nays: 0

Motion Carried

B. Old Town Hall Porch

Manager Coy stated by we have not received any more bids for the repair to the Old Town Hall Porch and could not find a bid from Frank Olsen.

***Motion by** Kassuba seconded by Green to approve Clark Concrete to repair the Old Town Hall Porch, not to exceed \$2800.00.

Yea: 7 Kassuba, Green, Eschmann, Nivelt, Champion, Batten, Quisenberry
Nays: 0

Motion Carried

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- C. Storm Drain at Narrin & Myron**
- D. Storm Drain at 190 Oakwood**

Village Council handled these two issues together. Manager Coy indicated that we still have not received the quotes from the contractors that took a look at these drains. He is to have some more quotes for the next meeting.

***Motion by** Green seconded by Batten to table the above two issues until the meeting on November 26, 2007. This is to be on the next agenda.

Motion Carried

PUBLIC HEARING FOR USE OF CDBG FUNDS

President Kenneth Quisenberry recessed the regular meeting at 8:10 p.m. to go into a Public Hearing on the CDBG Funds.

President Kenneth Quisenberry opened the Public Hearing at 8:11 p.m.

There was discussion on the CDBG Funds.

President Kenneth Quisenberry closed the Public Hearing meeting at 8:18 p.m. and returned to the regular Village Council meeting.

NEW BUSINESS

A. Resolution Regarding the Use of CDBG Funds.

Council would like to see a list of where we can apply these CDBG Funds. Application has to be in by December 5th, 2007.

***Motion by** Batten seconded by Champion to table the USE of the CDBG fund until the meeting on November 26, 2007.

Motion Carried

B. Resolution re Recapture Waiver of CDBG Funds

***Motion by** Batten seconded by Kassuba to Pass Resolution recapture 2005 funds in the amount of \$7,000.00.

Yea: 7 Batten, Kassuba, Nivelt, Eschmann, Champion, Green, Quisenberry
Nays: 0

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Motion Carried

C. Consideration of Change in Sign Regulations

This item was send back to the Planning Commission for further review. No action taken.

D. Request of Deputy Clerk to attend BS&A Software Workshop.

***Motion by** Batten seconded by Champion to send Deputy Clerk Teresa Karsney to the BS&A workshop.

Motion Carried

E. Request of Planning Commissioner to attend Planning Seminar

***Motion by** Champion seconded by Green to send Rick McAvinchey to the Citizen Planner Seminar on December 3, 2007 for Planning for Water Quality.

Motion Carried

F. Acceptance of Resignation of Clerk/Treasurer

President Kenneth Quisenberry let council know that when they asked Mary Clark if she had taken money from the DDA for doing their books and she reply was no that this statement from Clark was untrue. According to the DDA financial records.

***Motion by** Kassuba seconded by Green to accept the resignation of Mark Clark as Clerk/Treasurer for the Village of Ortonville.

Yea: 7 Kassuba, Green, Champion, Batten, Eschmann, Nivel, Quisenberry
Nays: 0

Motion Carried

G. Office Staffing

***Motion by** Green seconded by Kassuba to remove Office staffing from agenda and have a special meeting on it Monday, November 19, 2007 at 6:30 p.m.

Motion Carried

H. Village Council Participation in Christmas Parade

Council will participate in the Christmas Parade on December 1, 2007. The council members will just walk and hand out candy to the kids or perhaps decorate a piece of equipment.

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I. Disbursement Procedure

Village Manager, Coy proposed a procedure for the Account Payable Disbursements for the Village Ortonville. The Accounts Payable person would enter the disbursements in account payable and run the report for the council to approve with the exception of prepays. (Prepays are payables similar to the following: Gas bill, electric bill, medical insurance, life insurance, union dues, AFLAC, Visa, Home Depot & Lowes if they could not wait until the next meeting.)

***Motion by** Green seconded by Kassuba to accept the Disbursement Procedure as presented.

Motion Carried

J. Plumbing at Old Town Hall

At the sobriety graduation at the Old Town Hall on November 7, 2007 there was a problem with the toilet overflowing. Opened the Village Office and let them use the bathrooms in the office. Toilets were working fine the next day and seem to still be working fine.

PUBLIC COMMENTS

Perry Rouse-Village Pub would like a update on what is going on with the ambulance with the weeds growing up around them behind the heating and cooling place. Manager Coy stated he had contacted the property owner and asked him to clean the area up. Manager Coy will get with Tim Palulian and speak to the property owner again.

Teresa Karsney stated that she didn't think it was fair that she has to clean up the mess left behind from Mary Clark not doing her job at the rate of pay she was making as the Deputy Clerk/Treasurer, now that she is doing both positions. The DDA books are balanced back to June 1, 2006 and are almost ready to be put in the system for the auditors to finish their audit.

ITEMS FROM TRUSTEE

Champion-None, thank you

Kassuba-None, thank you

Batten-None, thank you

Eschmann-He will be attending another meeting for the CERT team in January 2008.

Nivelt-Wanted to thank Robert Flath from the Village Photographer for taking pictures of Village Council.

Green-None, thank you

Quisenberry-None, thank you

CLOSED SESSION (if needed)-to consider dismissal, suspension or to hear complaints or charges brought against an employee.

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At the request of William Prince this would stay in open session.

Mr. William Prince was notified of the pending charges and received a copy of the letter all the council members had. Mr. Prince decided it was unnecessary for the letter to be read aloud. Mr. Prince responded to all the five charges.

***Motion by** Eschmann seconded by Champion to suspend William Prince for five days without pay effective November 13, 2007 for the charges stated in the letter.

Motion Carried

Yea: 5 Eschmann, Champion, Green, Batten, Quisenberry
Nays: 2 Nivelt, Kassuba

*Motion by Green seconded by Kassuba to adjourn the meeting at 9:42 p.m.

Motion Carried

Respectfully submitted by

Teresa M. Karsney
Deputy Clerk/Treasurer

I hereby certify that the above is a true and accurate copy of the actual minutes of the November 12, 2007 regular meeting of the Ortonville Village Council.

Teresa M. Karsney
Deputy Clerk/Treasurer

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